



Village Council Regular Meeting

September 18, 2025 at 7:30 PM

2829 Minerva Lake Rd.

Minutes

Roll Call/Vote to Excuse any Absent Member

PRESENT: Councilpersons Camara, Martin, Paessun, Grant & Pinter Absent: Councilperson Koss

ALSO IN ATTENDANCE: Mayor Southard, Chief Delp, Solicitor Shamp, Planner Fischer, Fiscal Officer Wilcheck

Motion to excuse Councilperson Koss made by Martin, Seconded by Grant.

Voting Yea: Council President Camara, Martin, Paessun, Grant, Pinter

Pledge of Allegiance

Minutes

MOTION TO APPROVE 8/28/25 Committee as a Whole Minutes

Motion made by Council President Camara, Seconded by Pinter.

Voting Yea: Council President Camara, Martin, Paessun, Grant, Pinter

MOTION TO APPROVE 8/28/25 Council Meeting Minutes

Motion made by Council President Camara, Seconded by Paessun.

Voting Yea: Council President Camara, Martin, Paessun, Grant, Pinter

MOTION TO APPROVE 9/4/25 Council Work Session Minutes

Motion made by Council President Camara, Seconded by Grant.

Voting Yea: Council President Camara, Martin, Paessun, Grant, Pinter

Village Official Reports

Police - Chief Matt Delp

Report in packet; Officer DeJesus to complete probation next week; expect legislation to confirm appt, 9/25; Officer DeJesus has been nominated for the Star Award to be presented in October.

Fiscal Officer - Jeffrey Wilcheck

Discussion held during Committee as a Whole Meeting: Property Tax collection ahead of 2024; Income Tax up only 3.95% YTD; projected growth trimmed to 3%-will monitor closely; Review of fiscal legislation on upcoming agenda.

Engineer - Mike Flickinger

Mayor Southard shared report: Review of Task Orders regarding Maintenance Bldg., Lake Design, Roadway Improvements, Water Line Improvements, Pedestrian Path Plan, Erosion in Kilbourne Run, and the Reconstruction of Valley Rd.

Legal - Jesse Shamp

No formal report

Village Planning - Eric Fischer

2 Conditional Use Hearings will be on Council Agenda for 9/25-materials forthcoming.

Zoning Officer - John Canty

Report in Packet

Planning & Zoning - Tommy Grant

Met 9/17 to hold Conditional Use Hearing and to discuss options for possible planned zoning district.

MPCA - Jason Camara

No meeting in September; Garage Sale 9/19, 20 & 21; Fall Festival 10/18; Candidate's Night 10/28; Holiday parties 12/13 & 14.

Committee as a Whole Report

Finance - Tony Pinter

Reviewed tax collection statistics, reviewed August Financial Report and Pool Bath House RFP; next meeting 9/23 8:30 AM.

Safety - Cathy Paessun

Referred to Chief's report in packet; reviewed improvement in MFES pick up due to changes made by the school; residents encouraged to wear reflective clothing when out and about after dusk; next meeting 10/2 9AM.

Legislation - Tommy Grant

Met 9/15 to review upcoming legislation, salaries, leaf bids, Valley Rd Project, Trick or Treat and long term planning.

Mayor's Report

The tree survey has been received and sent out to Council; working with staff on numerous projects in the Village.

Citizen Comments

Craig Buckingham of Minerva Lake Rd spoke to share his concerns about the Road Reconstruction Project. He feels that communication has been lacking and that resident input has not been considered.

Barbara Sutton of Minerva Lake shared publicly thanks to Leah Cline and Officer Sean Corley for their organization of the recent First Responder's Night.

Legislation

Motion made by Grant, Seconded by Council President Camara.

Voting Yea: Council President Camara, Martin, Paessun, Grant, Pinter

MOTION TO APPROVE ORDINANCE 2025-16 Shortcutting

AN ORDINANCE AMENDING SECTION 432.38 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MINERVA PARK (3rd reading)

RESOLUTION 2025-19 Accepting Amounts and Rates

A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR AND DECLARING AN EMERGENCY (1st reading-intent to waive the 3rd reading and pass as an emergency)

RESOLUTION 2025-21 Valley Rd. Improvement Project

A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACT FOR THE VALLEY ROAD IMPROVEMENTS AND DECLARING IT AN EMERGENCY (1st reading)

RESOLUTION 2025-22 Pool Bath House

A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO CONTRACT FOR DESIGN, BID DOCUMENTS AND CONSTRUCTION OVERSIGHT FOR THE POOL BATH HOUSE PROJECT AND DECLARING IT AN EMERGENCY (1st reading-intent to waive 3rd reading and pass as an emergency)

2nd reading will include Brandstetter-Carroll as the firm that has been selected to perform this work.

RESOLUTION 2025-23 Transfer of Funds

A RESOLUTION AUTHORIZING THE TRANSFERS OF FUNDS AND DECLARE AN EMERGENCY (1st reading-intent to waive 3rd reading and pass as an emergency)

Old Business

Pool has been discussed earlier in the Meeting.

Maintenance Building is in final permitting stages.

Staff will meet with contractor and engineer 9/19 for updates on the Roadway Project.

New Business

Trick or Treat 2025 Date MORPC recommends Thursday October 30.

Motion made by Council President Camara to follow the recommendation of MORPC for trick or treat unless council specifies otherwise, Seconded by Grant.

Voting Yea: Council President Camara, Martin, Paessun, Grant, Pinter

Trick or Treat will be October 30, 6-8 PM

New Business

MOTION TO ENTER EXECUTIVE SESSION

MOTION THAT COUNCIL ENTER EXECUTIVE SESSION UNDER OHIO REV. CODE 121.22 (G)(1) TO DISCUSS THE APPOINTMENT OF A PUBLIC OFFICIAL

The phrase "and potential investigation of public employees" was added to the motion.

Motion made by Council President Camara, Seconded by Paessun.

Voting Yea: Council President Camara, Martin, Paessun, Grant, Pinter.

Adjourn

The meeting adjourned at 8:40 PM